

Minutes of Courthouse Grounds & Facilities Committee

March 25th, 2014

Present: Armstrong, Fox, Liggett, Lorrig, Mileo, Payne, Saia

Absent: Campbell, Curtis, Kincaid, Phillips, Schoonmaker

Staff present:

Alice Alkire, Assistant to the Circuit Court Judges

Capt. Chuck Wyant, Courts Security

Major Eric Noble, Commander, Courts Security

Jim Koenig, General Services

Mimi Greene, Staff Liaison to the Committee

The meeting was called to order at 5:09 pm

Jeremiah called for a motion to approve the minutes from the February 25th meeting.

Motion: Gwen – approve

Second: Jeremy

For: 7

Against: 0

New Business:

1. Presentation on Bollards – Eric Noble, Jim Koenig

Major Eric Noble, Commander of the Courts Security Unit stated that Circuit Court Clerk Gary Clemens was passionate about protecting his workforce and was anxious for bollards to be erected on the Plaza between the main building and Law Library. He agreed to shepherd the project through for Mr. Clemens. He said that 6 bollards would be needed, similar to those at the Government Center, and they would be placed parallel to N. King St. He stated that approval from the Town Board of Architectural Review would be necessary and he would like the Committee's approval to begin that process.

Jim Koenig said direction from the Committee was needed on placement and design, keeping in mind the plaza's location in the Historic District.

John M. reminded the group that he took on the responsibility of researching bollards for the Committee previously, but because it is not the Committee's responsibility to "spec out" construction projects, the issue was tabled.

Maj. Noble said he would return to the Committee in April with two options, keeping in mind the conservative color palette required by the Historic District location.

Mr. Koenig told the group a contractor would be hired to install the bollards.

Jeremiah said that the Committee's responsibilities regarding to this project are advisory only. Their mission is to give guidance on style and location. He also suggested that the Committee visit the Plaza during their April meeting to actually visualize where the bollards would be placed.

John M. asked about the correct spacing between bollards and Maj. Noble said that guidelines had been established by the Department of Defense.

Roy pointed out that the bollards would need to be removable and Mr. Koenig said a key would be used to remove the bollards quickly in the event emergency vehicles needed to drive onto the Plaza.

Jeremy wondered if bollards would be incorporated into the design of the new courthouse building and Maj. Noble said that they probably would.

John S. stated his belief that specs still exist for the bollards installed at the Government Center and wondered if identical bollards could be ordered. Discussion ensued on the Government Center bollards timeline and color. Jeremy stated that Mr. Koenig had pre-sourced vendors and would be responsible for "walking through" the project with the Town.

Applications for Use

1. Bluemont Concert Series

Lily Dunning introduced herself as Executive Director of the Bluemont Concert Series (BCS) and introduced Milt Herd as Chairman of the BCS

Board of Directors. She thanked the Committee for their support in the past and stated that the 2014 BCS season would consist of 6 concerts, beginning on June 29th and ending on August 3rd. She said that the portico at 18 E. Market St. worked out well for the concerts in 2013 and that they would like permission to use that location this year. She also said that if concert attendance continued to increase, the group may want to return to the steps of the Old Courthouse, their original venue.

Jeremiah thanked Ms. Dunning for submitting her application early. John M. stated that he attended 3 of the concerts in 2013 and enjoyed them.

Alice asked Ms. Dunning to clarify the location requested, as the letter to Judge McCahill requesting use of the steps was unclear. Ms. Dunning reiterated that she was requesting use of the portico steps. Alice also reminded her that the selling of any refreshments/products would have to take place outside the Courts Grounds, as commercial activity was prohibited on the Grounds. Alice also stated that the sale of tickets was prohibited and that the term “requested donation” would have to be used. Concert attendees are within their rights to refuse to donate.

Chuck advised that the parking lot on the site of the Old Jail may not be available during BCS concerts due to construction on new Courthouse.

Jeremiah asked for a motion to approve the application.

Motion: John M.

Second: Roy

For: 7

Against: 0

2. Leesburg Flower & Garden Festival

Jeremy, speaking on behalf of the Town, apologized for the lateness of the application. He said the Town realizes that the Festival coincides with the Bible Reading Marathon and that the two groups had worked out an agreement regarding location of activities. He also asked for permission to use a portable generator, as in past years.

Jeremiah asked for a motion to approve the application.

Motion: Roy
Second: Suzanne
For: 6
Against: 0
Abstain: 1 (Jeremy, as a Town employee)

3. National Crime Victims' Rights Week

Jeremiah reminded the group that they had discussed the application at the February meeting but did approve it. He suggested tabling it until next year.

Jeremy said he would like County Arborist Chris Kenney's input before reconsidering the application.

Chuck said the Town Arborist had talked to Chris about it and both had concerns regarding possible species, location, maintenance, and where another tree would fit in with the Master Plan.

Jeremiah asked that Chris be invited to the April meeting to discuss and asked for a motion to table the application.

Motion: Jeremiah
Second: John S.
For: 7
Against: 0

Old Business:

1. Discussion of by-laws

Jeremiah postponed to the April meeting. He asked for a motion to adjourn.

Motion: John S.
Second: Jeremy
The meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Mimi Greene
Staff Liaison

